



ADMINISTRATION AND
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

MAY 30 2014

MEMORANDUM FOR UNDER SECRETARY OF DEFENSE FOR ACQUISITION,
TECHNOLOGY, AND LOGISTICS

SUBJECT: Threat Reduction Advisory Committee – Charter Renewal and Membership
Balance Plan Approval

The renewed charter (TAB A) and the membership balance plan (TAB B) for the Threat Reduction Advisory Committee (“the Committee”) are approved. A copy of the Committee’s charter will be provided to the Committee’s Designated Federal Officer (DFO), once the Advisory Committee Management Officer (ACMO) files the charter with the Library of Congress, the Congressional oversight committees, and the General Services Administration.

As part of the charter renewal process, this office, in consultation with the Office of General Counsel of the Department of Defense (OGC DoD), has affirmed that all individuals appointed to the Committee, once approved by the Secretary of Defense, shall be appointed to serve as special government employee (SGE) or regular government employee (RGE) members, as appropriate. The following points apply:

- (a) Individual members approved for appointment or renewal by the Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts and consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members. Those who are full-time or permanent part-time Federal officers or employees shall be appointed to serve as RGE members, pursuant to 41 C.F.R. § 102-3.130(a).
- (b) Each member shall be notified, in writing, of the Secretary of Defense approval decision. In preparing your appointment or renewal of appointment letters, the Committee’s DFO should consult the ACMO and OGC DoD, to include the Standards of Conduct Office. At a minimum, the letters shall contain the following:
 - i. Notice that their appointment to serve on the Committee is without compensation, with the exception of reimbursement for Committee-related official travel and per diem.
 - ii. A statement that they are appointed to serve as SGE or RGE members, as appropriate.
 - iii. An explanation of the difference between serving as SGE and representative members.
 - iv. A summary of the applicable ethics requirements, to include whether SGE members are required to file a Confidential Financial Disclosure Report.

As the Committee’s DoD Sponsor, you are responsible for:

- (a) Ensuring that the Committee's DFO attends all Committee and subcommittee meetings for the entire duration of each and every meeting.
- (b) Ensuring that the DFO and the Committee fully comply with all governing Federal statutes and regulations, to include DoD Instruction 5105.04, "Department of Defense Federal Advisory Committee Management Program," and policy decisions by the Secretary of Defense or the Director of Administration and Management.
- (c) Ensuring that all work done by the Committee and its subcommittees is based upon written tasks or terms of reference assigned to the Committee by the Secretary of Defense, the Deputy Secretary of Defense, or you, as the DoD Sponsor. All tasks or terms of reference are subject to public review and, at a minimum, shall include:
 - i. A description of the problem or policy to be analyzed and the DoD decision maker for the matter(s) under consideration.
 - ii. Authority for the members of the Committee or its subcommittees to access DoD officials and DoD data that is pertinent to the matter(s) under consideration.
 - iii. A budget limitation under which the Committee or its subcommittees must operate.
 - iv. A date by which the Committee must submit its written conclusions (advice and recommendations) to the DoD decision maker.
- (d) Providing adequate support to the Committee and its subcommittees, and ensuring that the Committee and its subcommittees are not unduly or inappropriately influenced by Federal employees or any special interest group.
- (e) Ensuring that all visits to DoD installations or facilities by members of the Committee and its subcommittees are done in consultation with the Secretaries of the Military Departments or the Chairman of the Joint Chiefs of Staff, as appropriate.
- (f) Ensuring that all members of the Committee and its subcommittees are appointed according to DoD policies and procedures. No member will participate in any work by the Committee or its subcommittees until all of the following have been completed: the member completes and submits to DoD all personnel and ethics paperwork required for his or her appointment; the appropriate DoD offices process the individual's personnel and ethics paperwork; and the individual takes the oath of office for his or her appointment.
- (g) Ensuring that all DoD and other Federal Agency documents provided to the Committee or its subcommittees are properly marked in advance according to governing statutes, regulations, and DoD policies and procedures.
- (h) Monitoring the implementation status of any recommendation adopted by the DoD and ensuring that this information is available for future inquiries.

Based on the Secretary of Defense's memorandum of October 9, 2012, concerning advisory committees, we recommend you continually reevaluate the Committee's functions and reduce, where appropriate, the Committee's operating costs. As the Secretary indicated, we must continually assess our advisory committees to ensure they deliver appropriate value today and in the future as times and requirements change.

If you should have any questions about this DoD Program, the Federal governance and compliance requirements, the charter renewal, or the membership balance plan, please contact the ACMO, Mr. Jim Freeman, at 703-692-5952 or by email at james.d.freeman4.civ@mail.mil.

A handwritten signature in black ink, appearing to read "Michael L. Rhodes".

Michael L. Rhodes
Director

Attachments:
As stated

cc:
Office of General Counsel of the Department of Defense
Special Assistant to the Secretary of Defense (White House Liaison)

A

Charter
Threat Reduction Advisory Committee

1. Committee's Official Designation: The Committee shall be known as the Threat Reduction Advisory Committee ("the Committee").
2. Authority: The Secretary of Defense, in accordance with the provisions of the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the Committee.
3. Objectives and Scope of Activities: The Committee shall provide independent advice and recommendations on matters relating to combating Weapons of Mass Destruction (WMD), as set forth in paragraph 4 below.
4. Description of Duties: The Committee shall provide the Secretary of Defense, through the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) and the Assistant Secretary of Defense for Nuclear, Chemical, and Biological Defense Programs (ASD(NCB)), independent advice and recommendations on:
 - a. Reducing the threat to the United States, its military forces, and its allies and partners posed by nuclear, biological, chemical, conventional, and special weapons;
 - b. Combating WMD to include non-proliferation, counterproliferation, and consequence management;
 - c. Nuclear deterrence transformation, nuclear material lockdown and accountability;
 - d. Nuclear weapons effects;
 - e. The nexus of counterproliferation and counter WMD terrorism; and
 - f. Other AT&L, NCB, and Defense Threat Reduction Agency (DTRA) mission-related matters, as requested by the USD(AT&L).
5. Agency or Official to Whom the Committee Reports: The Committee shall report to the Secretary of Defense through the USD(AT&L).
6. Support: The Department of Defense (DoD), through the Office of the USD(AT&L), the Office of the ASD(NCB) Defense Programs, and DTRA, shall provide support, as deemed necessary, for the Committee's performance, and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$680,000. The estimated annual personnel costs to the DoD are 2.1 full-time equivalents.
8. Designated Federal Officer: The Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures.

In addition, the Committee's DFO is required to be in attendance at all committee and subcommittee meetings for the entire duration of each and every meeting. However, in the

Charter
Threat Reduction Advisory Committee

absence of the Committee's DFO, an Alternate DFO, duly appointed to the Committee, according to the DoD policies and procedures, shall attend the entire duration of the Committee or subcommittee meeting.

The DFO, or the Alternate DFO, shall call all of the Committee's and subcommittee's meetings; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Committee shall meet at the call of the Committee's DFO, in consultation with the Chair. The estimated number of Committee meetings is four per year.
10. Duration of the Committee: The need for this advisory function is on a continuing basis; however, this charter is subject to renewal every two years.
11. Termination Date: The Committee shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless extended by the Secretary of Defense or designee.
12. Committee Membership: The Committee shall be comprised of no more than 20 members who are eminent authorities in the fields of national defense, geopolitical and national security affairs, WMD, nuclear physics, chemistry, and biology.

The Committee members are appointed by the Secretary of Defense or the Deputy Secretary of Defense and their appointments shall be renewed on an annual basis in accordance with DoD policies and procedures. Those members, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as special government employee (SGE) members. Committee members who are full-time or permanent part-time Federal employees shall be appointed, pursuant to 41 C.F.R. § 102-3.130(a), to serve as regular government employee (RGE) members.

Committee members shall, with the exception of reimbursement for official Committee-related travel and per diem, serve without compensation, unless otherwise authorized by the Secretary of Defense.

The Secretary of Defense, in consultation with USD(AT&L) and the ASD(NCB), shall select the Committee's Chair and Vice Chair from among the membership approved by the Secretary of Defense or the Deputy Secretary of Defense.

The Secretary of Defense or the Deputy Secretary of Defense may approve the appointment of Committee members for one-to-four year terms of service; however, no member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve more than two consecutive terms of service, to include its subcommittees, or serve on more than two DoD Federal advisory committees at one time.

Charter
Threat Reduction Advisory Committee

Each Committee member is appointed to provide advice on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

13. Subcommittees: The Department, when necessary and consistent with the Committee's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Committee. Establishment of subcommittees will be based upon written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the USD(AT&L), as the Committee's Sponsor.

Such subcommittees shall not work independently of the chartered Committee, and shall report their findings and advice solely to the Committee for full deliberation and discussion. Subcommittees have no authority to make decisions and recommendations, verbally or in writing, on behalf of the chartered Committee. No subcommittee or any of its members can update or report directly to the DoD or to any Federal officers or employees.

All subcommittee members shall be appointed in the same manner as the Committee members; that is, the Secretary of Defense or the Deputy Secretary of Defense shall appoint subcommittee members to a term of service of one-to-four years, with annual renewals, even if the member in question is already a Committee member. Subcommittee members shall not serve more than two consecutive terms of service, without approval by the Secretary of Defense or the Deputy Secretary of Defense. Subcommittee members are appointed to provide advice on the basis of their best judgment without representing a particular point of view and in a manner that is free from conflict of interest.

Subcommittee members, if not full-time or part-time government employees, shall be appointed to serve as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members. Those individuals who are full-time or permanent part-time Federal officers or employees shall be appointed, pursuant to 41 C.F.R. § 102-3.130(a), to serve as RGE members. With the exception of reimbursement for official Committee-related travel and per diem, subcommittee members shall serve without compensation.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Committee and its subcommittees shall be handled according to section 2, General Records Schedule 26, and governing DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (U.S.C. § 552, as amended).

15. Filing Date:

B

Membership Balance Plan
Threat Reduction Advisory Committee

Agency: Department of Defense (DoD)

1. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the Threat Reduction Advisory Committee (“the Committee”).
2. Mission/Function: The Committee, under the provisions of FACA, shall provide the Secretary of Defense, through the Under Secretary of Defense for Acquisition, Technology and Logistics (USD(AT&L)) and the Assistant Secretary of Defense for Nuclear, Chemical, and Biological Defense Programs (ASD(NCB)), independent advice and recommendations on:
 - a. Reducing the threat to the United States, its military forces, and its allies and partners posed by nuclear, biological, chemical, conventional, and special weapons;
 - b. Combating Weapons of Mass Destruction (WMD) to include non-proliferation, counterproliferation, and consequence management;
 - c. Nuclear deterrence transformation, nuclear material lockdown and accountability;
 - d. Nuclear weapons effects;
 - e. The nexus of counterproliferation and counter WMD terrorism; and
 - f. Other AT&L, NCB, and Defense Threat Reduction Agency mission-related matters, as requested by the USD(AT&L).
3. Points of View: The Committee shall be comprised of not more than 20 members who are eminent authorities in the fields of national defense, geopolitical and national security affairs, WMD, nuclear physics, chemistry, and biology.

The DoD, in selecting potential candidates for the Committee, reviews the educational and professional credentials of individuals and bases its selection on this review and the subject matters handled by the Committee. The Department has found that viewing complex issues through a multi-disciplinary advisory committee, provides DoD senior leadership and, more importantly, the American public with a broader understanding on which to base subsequent policy decisions.

Each member, based upon his or her individual and professional experiences, provides his or her best judgment on the matters before the Committee, and he or she does so without representing any particular point of view and in a manner that is free from conflict of interest. Committee members appointed by the Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as special government employee (SGE) members. Those individuals who are full-time or permanent part-time Federal officers or employees shall be appointed, pursuant to 41 C.F.R. § 102-3.130(a), to serve as regular government employee (RGE) members. All Committee members shall be renewed on an annual basis by the Secretary of Defense.

The Committee’s membership balance is not static and the Secretary of Defense may change the membership based upon work assigned to the Committee by the Secretary of Defense, the

Membership Balance Plan
Threat Reduction Advisory Committee

Deputy Secretary of Defense, or the USD(AT&L). In addition, the Department, unless otherwise directed by an Act of Congress or Presidential directive, does not use representative members on DoD established or supported advisory committees.

4. Other Balance Factors: None.
5. Candidate Identification Process: The DoD, in selecting potential candidates for this advisory committee, reviews the educational and professional credentials of individuals with extensive professional experience in the areas of national defense, geopolitical and national security affairs, WMD, nuclear physics, chemistry, biology, and other matters of special interest to the DoD. Potential candidates are identified by the USD(AT&L), the ASD(NCB), their professional staffs, as well as recommended by current Committee members.

Once potential candidates are identified, the USD(AT&L) reviews the credentials of each individual and narrows the list of potential candidates. During the USD(AT&L) review, he or she strives to achieve a balance between the educational and professional credentials of the individuals and the subject matters anticipated to be reviewed by the Committee to achieve expertise in points of view represented and functions to be performed by the Committee.

Prior to nominating the potential candidates, the list of candidates will undergo a review by the Office of General Counsel of the Department of Defense and the Office of the Advisory Committee Management Officer to ensure compliance with Federal and DoD governance requirements, including compliance with the Committee's charter and membership balance plan. Following this review, the USD(AT&L) formally nominates the potential candidates to the Secretary of Defense for approval. Pursuant to DoD policy, only the Secretary of Defense or the Deputy Secretary of Defense can invite or approve the appointment of individuals to advisory committees established or supported by the Department.

Following approval by the Secretary of Defense or the Deputy Secretary of Defense, the candidates are required to complete the necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics for advisory committee members.

The Secretary of Defense may approve the appointment of Committee members for one-to-four year terms of service; however, no member, unless authorized by the Secretary of Defense, may serve more than two consecutive terms of service. This same term of service limitation also applies to any DoD authorized subcommittees for the Committee.

Committee and subcommittee member vacancies will be filled in the same manner as described in the previous five paragraphs above.

6. Subcommittee Balance: The Department, when necessary, and consistent with the Committee's mission and DoD policies and procedures, may establish subcommittees to support the Committee.

Membership Balance Plan
Threat Reduction Advisory Committee

The Secretary of Defense or the Deputy Secretary of Defense shall approve the appointment of subcommittee members in the same manner as the parent committee appointments are made. These individuals may come from the parent committee or be new nominees, as recommended by the Committee's sponsor and based upon the subject matter under consideration, but each must be approved by the Secretary of Defense or the Deputy Secretary of Defense before participating in the subcommittee's work.

Subcommittee members, if not full-time or permanent part-time government employees, shall be appointed as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members. Those individuals who are full-time or permanent part-time Federal officers or employees shall be appointed, pursuant to 41 C.F.R. § 102-3.130(a), to serve as RGE members. Subcommittee members shall be renewed on an annual basis by the Secretary of Defense.

Following the Secretary of Defense or the Deputy Secretary of Defense approval, the subcommittee candidates are required to complete the same necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics as for advisory committee members.

The Secretary of Defense or the Deputy Secretary of Defense may approve the appointment of subcommittee members for a one-to-four year term of service; however, subcommittee members may only serve two consecutive terms of service unless otherwise authorized by the Secretary of Defense or the Deputy Secretary of Defense.

7. Other: As nominees are considered for appointment to the Committee, the DoD adheres to the rules and regulations issued by the Office of Management and Budget's Final Guidance on Appointment of Lobbyists to Federal Boards and Commissions (76 FR 61756; October 5, 2011) and the rules and regulations issued by the Office of Government Ethics.
8. Date Prepared:

C

CHARTER
THREAT REDUCTION ADVISORY COMMITTEE

1. Committee's Official Designation: The committee shall be known as the Threat Reduction Advisory Committee ("the Committee").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the Committee.
3. Objectives and Scope of Activities: The Committee shall provide independent advice and recommendations on matters relating to combating Weapons of Mass Destruction (WMD), as set forth in paragraph 4 below.
4. Description of Duties: The Committee shall provide the Secretary of Defense, through the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) and the Assistant Secretary of Defense for Nuclear, Chemical and Biological Defense Programs (ASD(NCB)), independent advice and recommendations on:
 - a. Reducing the threat to the United States, its military forces, and its allies and partners posed by nuclear, biological, chemical, conventional, and special weapons.
 - b. Combating WMD to include non-proliferation, counterproliferation, and consequence management.
 - c. Nuclear deterrence transformation, nuclear material lockdown and accountability.
 - d. Nuclear weapons effects.
 - e. The nexus of counterproliferation and counter WMD terrorism.
 - f. Other AT&L; NCB; and Defense Threat Reduction Agency mission-related matters, as requested by the USD(AT&L).
5. Agency or Official to Whom the Committee Reports: The Committee shall report to the Secretary of Defense through the USD(AT&L).
6. Support: The Department of Defense (DoD), through the Office of the USD(AT&L), the Office of the ASD(NCB) Defense Programs, and the Defense Threat Reduction Agency, shall provide support, as deemed necessary, for the Committee's performance, and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: It is estimated that the annual operating cost, to include travel, meetings, and contract support, is approximately \$620,000, and 2.0 full-time equivalents.

8. Designated Federal Officer: The Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures.

In addition, the DFO is required to be in attendance at all committee and subcommittee meetings for the entire duration of each and every meeting. However, in the absence of the Committee's DFO, an Alternate DFO, duly appointed to the Committee according to DoD policies and procedures, shall attend the entire duration of the Committee or subcommittee meeting.

The DFO, or the Alternate DFO, shall call all of the Committee's and subcommittee's meetings; prepare and approve all meeting agendas; adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures; and chair meetings when directed to do so by the official to whom the Committee reports.

9. Estimated Number and Frequency of Meetings: The Committee shall meet at the call of the Committee's DFO, in consultation with the Chairperson. The estimated number of Committee meetings is four per year.
10. Duration of the Committee: The need for this advisory function is on a continuing basis; however, this charter is subject to renewal every two years.
11. Termination Date: The Committee shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense extends it.
12. Membership and Designation: The Committee shall be composed of not more than 21 members who are eminent authorities in the fields of national defense, geopolitical and national security affairs, WMD, nuclear physics, chemistry, and biology.

The Committee members are appointed by the Secretary of Defense, and their appointments will be renewed on an annual basis. The Committee members who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109 to serve as special government employee (SGE) members, with annual renewals.

Committee members shall, with the exception of travel and per diem for official travel, serve without compensation, unless authorized by the Secretary of Defense.

The Under Secretary of Defense for Acquisition, Technology, and Logistics and the Assistant Secretary of Defense for Nuclear, Chemical and Biological Defense Programs shall select the Committee's Chairperson and Vice Chairperson from the Committee membership at large.

The Secretary of Defense may approve the appointment of Committee members for one-to-four year terms of service; however, no member, unless authorized by the

Secretary of Defense, may serve more than two consecutive terms of service. This same term of service limitation also applies to any DoD authorized subcommittees.

Each Committee member is appointed to provide advice to the government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

13. Subcommittees: The Department, when necessary and consistent with the Committee's mission, may establish subcommittees, task forces, and working groups. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the USD(AT&L).

Such subcommittees or panels shall not work independently of the chartered Committee, and shall report their findings and advice solely to the Committee for full deliberation and discussion. Subcommittees or working groups have no authority to make decisions and recommendations verbally or in writing on behalf of the chartered Committee, nor can they report directly or release documents to the Agency or any Federal officers or employees.

All subcommittee members shall be appointed in the same manner as the Committee members; that is, the Secretary of Defense shall appoint subcommittee members even if the member in question is already a Committee member. Subcommittee members, with the approval of the Secretary of Defense, may serve a term of service on the subcommittee of one-to-four years; however, no member shall serve more than two consecutive terms of service on the subcommittee.

Subcommittee members, if not full-time or permanent part-time government employees, shall be appointed to serve as experts and consultants under the authority of 5 U.S.C. § 3109 to serve as SGE members, whose appointments must be renewed by the Secretary of Defense on an annual basis. With the exception of travel and per diem for official Committee related travel, subcommittee members shall serve without compensation.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Committee and its subcommittees shall be handled according to section 2, General Records Schedule 26, and appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (U.S.C. § 552, as amended).

15. Filing Date: May 30, 2012

Amended: July 19, 2013

D



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE
3010 DEFENSE PENTAGON
WASHINGTON, DC 20301-3010

MAR 24 2014

MEMORANDUM FOR DIRECTOR, ADMINISTRATION & MANAGEMENT,
WASHINGTON HEADQUARTERS SERVICES

SUBJECT: Threat Reduction Advisory Committee Charter Renewal

The 2014-2016 charter renewal for the Department of Defense (DoD) Threat Reduction Advisory Committee (TRAC) is submitted. The TRAC is organized to advise and assist the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), the Assistant Secretary of Defense for Nuclear, Chemical, and Biological Defense Programs (ASD(NCB)), and the Director, Defense Threat Reduction Agency (DTRA). The TRAC provides independent advice and recommendations on: reducing the threat to the United States, its military forces, and its allies and partners posed by nuclear, biological, chemical, conventional, and special weapons; combating weapons of mass destruction (CWMD) to include non-proliferation, counterproliferation, and consequence management; nuclear deterrence for transformation; nuclear material lockdown and accountability, weapons effects, counterproliferation and counter terrorism; and other USD(AT&L), ASD(NCB), and DTRA mission-related matters.

The TRAC was initially chartered on May 12, 1998, and first convened on July 15, 1998. The TRAC has had 31 full-committee meetings to date. The proposed and current charters and applicable documents are enclosed.

Relevant details of the TRAC continued operations are listed below:

- a. The TRAC continues to provide timely and relevant recommendations to specific taskings from OUSD(AT&L).
- b. The TRAC continues to make recommendations regarding DoD strategic posture, CWMD early indications and warning, evaluating capabilities and infrastructure, and nuclear strategic stability.
- c. The TRAC continues to consider the important role of intelligence in threat reduction and has been valuable in improving DTRA integration with the intelligence community and the development of global WMD awareness systems. The Committee responded to requests from USD(AT&L) and ASD(NCB) to evaluate the host nation and U.S. Government support for operating Biological Central Reference Libraries in several central Asian countries. The Committee provided numerous scenarios for combating, securing, and eliminating WMD in several flashpoint countries.

- d. The TRAC discusses national security issues relating to the scientific and technical aspects of overall threat reduction where full development of the topics requires discussion of classified information. Consequently, no other internal or external group is organized or has the requisite access to address the issues of threat reduction as thoroughly as the TRAC.
- e. In the best interest of the public, the TRAC provides an essential link between DTRA, ASD(NCB), USD(AT&L), the Deputy Secretary of Defense, and the Secretary of Defense to other Executive Branch agencies and the scientific and technical communities. The unique perspectives, breadth of backgrounds, and blend of corporate, academic, and Government expertise represented on the TRAC are not available within the DoD or other federal advisory committees.

The point of contact for this action is Mr. William Hostyn, DTRA-J2/5/8R-AC, at 703-767-4453 or william.hostyn@dtra.mil.



Frank Kendall

Attachments:

- A. Proposed Charter
- B. Current Charter
- C. Renewal Justification
- D. Balanced Membership Plan

E

COORDINATION SHEET

Threat Reduction Advisory Committee – Charter Renewal and Membership Balance Plan

Advisory Committee Management Officer (ACMO)

DoD-Wide FACA Attorney to DA&M & ACMO

SATSD(WHLO)

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ou=DoD, ou=PKI, ou=WHLS,
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Date: 2014.05.28 09:36:03 -0400

POC: Megan McPherson, megan.mcpherson.ctr@osd.mil, 703-614-1329

COORDINATION SHEET

Threat Reduction Advisory Committee – Charter Renewal and Membership Balance Plan


Advisory Committee Management Officer (ACMO)

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Date: 2014.04.22 13:40:23 -0400

DoD-Wide FACA Attorney to DA&M & ACMO

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 42314

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